

MARYLAND DEPARTMENT OF NATURAL RESOURCES



ONLINE LICENSING AND REGISTRATION SYSTEM

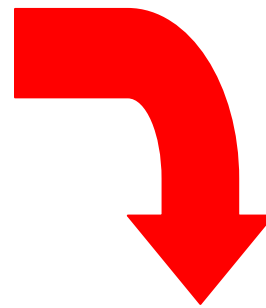
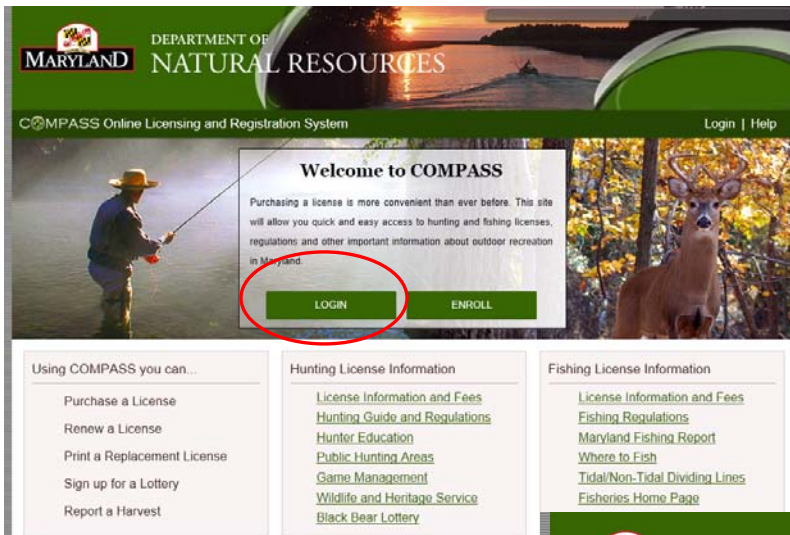
COMPASS CUSTOMER VERIFICATION

If you purchased a recreational license within the last 3 years we most likely already have your information in COMPASS, but your account needs to be verified for accuracy and completeness prior to new license purchase. This tutorial will lead you through the verification process so you can obtain your DNRid Card for accurate identification at any Sports License Agent or DNR Service Center. Prior to starting the verification process, it will be helpful to have your most recent license with you so you can enter its number at the login screen.

STEP ① Visit the DNR Licensing and Registration page to link to COMPASS

www.dnr.maryland.gov/service and click on the link for COMPASS

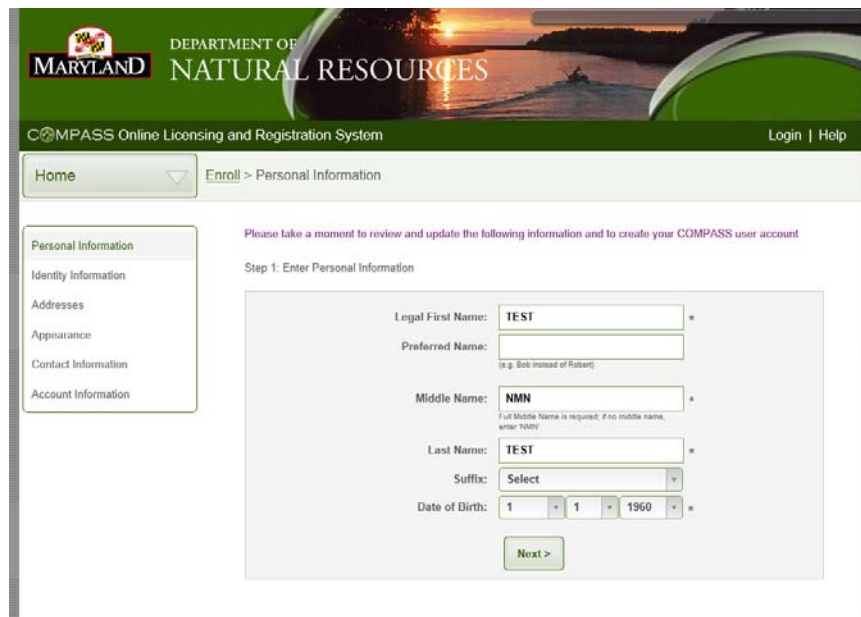
STEP ② Select 'Login' on the COMPASS welcome page and select 'Use Identification and Date of Birth'



Using this option to login to COMPASS, you have the option of using your Customer ID (DNRid), Sports License Number, Driver's License, or Social Security Number. Once you select your ID Type, enter this number, your Date of Birth and click 'Continue' to begin the verification process.

The first step in verification is to confirm your personal information in order to create your COMPASS account. Please verify we have your complete legal name on file and your Date of Birth. Click 'Next' when all fields are accurate.

The second step is to verify your identity information that includes your ID, SSN and qualification statuses.



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COMPASS Online Licensing and Registration System

Home Enroll > Personal Information

Please take a moment to review and update the following information and to create your COMPASS user account

Step 1: Enter Personal Information

Legal First Name: TEST *

Preferred Name: (e.g. Bob instead of Robert)

Middle Name: NMN *

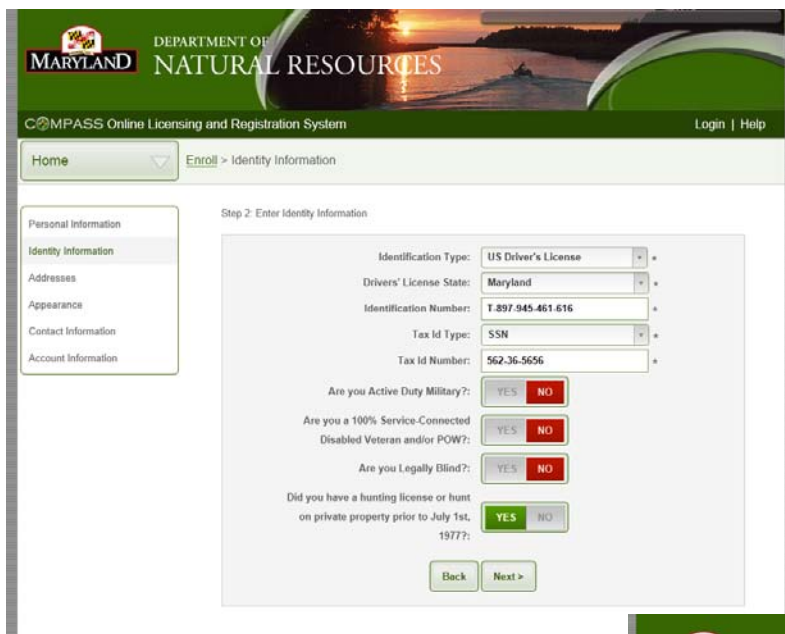
Full Middle Name is required; if no middle name, enter 'NMN'

Last Name: TEST *

Suffix: Select

Date of Birth: 1 / 1 / 1960 *

Next >



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Home Enroll > Identity Information

Step 2: Enter Identity Information

Identification Type: US Driver's License *

Drivers' License State: Maryland *

Identification Number: T.897-945-461.616 *

Tax Id Type: SSN *

Tax Id Number: 562-36-5656 *

Are you Active Duty Military?: YES NO

Are you a 100% Service-Connected Disabled Veteran and/or POW?: YES NO

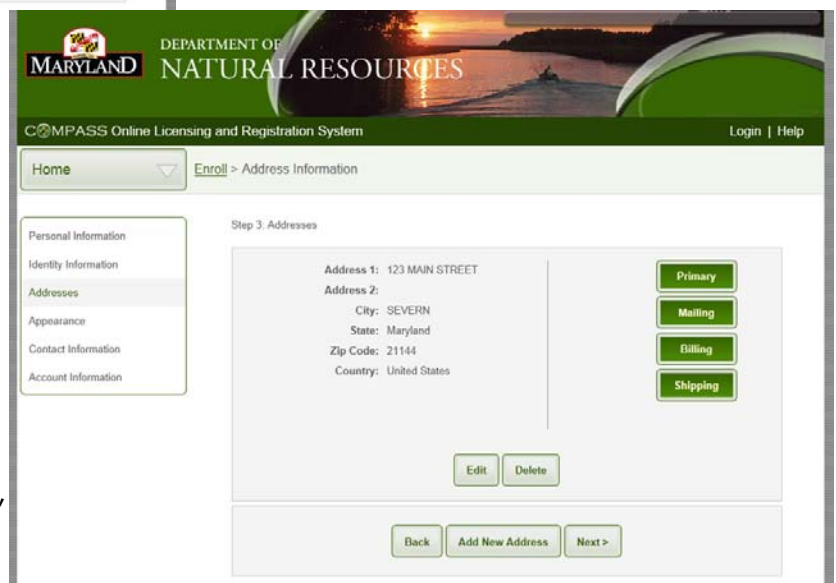
Are you Legally Blind?: YES NO

Did you have a hunting license or hunt on private property prior to July 1st, 1977?: YES NO

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The third part of verification is to check your address(es). Your primary address is your primary residence and establishes you as a resident of Maryland or a Non-Resident along with the identification entered on a previous page.

Most customers will only have one address. But, some may have separate mailing or shipping addresses depending on where you live. The mailing address is where you receive US Mail, while shipping is where UPS or FedEx delivers. The billing is the address of your credit card or bank account that you will use for online or telephone license purchases.



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Home Enroll > Address Information

Step 3: Addresses

Address 1: 123 MAIN STREET

Address 2:

City: SEVERN

State: Maryland

Zip Code: 21144

Country: United States

Primary Mailing Billing Shipping

Edit Delete

Back Add New Address Next >



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COMPASS Online Licensing and Registration System

Home | Enroll > Appearance Information

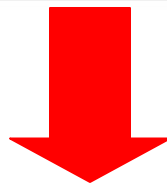
Step 4: Enter Appearance Information

Personal Information
Identity Information
Addresses
Appearance
Contact Information
Account Information

Gender: Male
Height: 6 feet 3 inches
Weight: 225
Ethnicity: Caucasian
Hair Color: Bald
Eye Color: Blue/Green

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The next step in verification is to review your appearance information. DNR only requires gender be indicated, but we would appreciate if you complete each of the fields on this page as it will help identify you in the event of an emergency or a license check.



The next verification step collects your email address, which must be for you and you alone. If you share an email only one party may use that address as a DNR contact, the other should create a new email address from whatever provider they desire. Please select 'Create COMPASS Account' as this will enable you to keep your personal information updated, and to view and reprint licenses.

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Home | Enroll > Contact Information

Step 5: Enter Contact Information

Personal Information
Identity Information
Addresses
Appearance
Contact Information
Account Information

Email Address: youremail@gmail.com *

Receive Email Communications: YES NO

Create COMPASS Account: YES NO

Preferred Phone Type: Mobile Home

Phone Number: (443) 443-4433 *

Mobile Carrier: AT&T *

Receive Text Messages: YES NO

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Email is important as we email an electronic version of your license 30 minutes after purchase so you always have a pristine copy of your license when your original becomes unreadable.

A telephone number is also required to comply with Saltwater Registry requirements, and to enable DNR to contact you in the event of a weather emergency, bag or season limit change, consumption advisory or other important event.

The final step in enrollment is confirming your email address and setting your COMPASS password, which will be emailed after enrollment. Your email address serves as your COMPASS Account login.

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COMPASS Online Licensing and Registration System

Home | Enroll > Account Information

Step 6: Enter COMPASS Account Information

Personal Information
Identity Information
Addresses
Appearance
Contact Information
Account Information

Email Address: customerservice@dnr.state.md.us *

Confirm Email: customerservice@dnr.state.md.us *

Password: ***** *

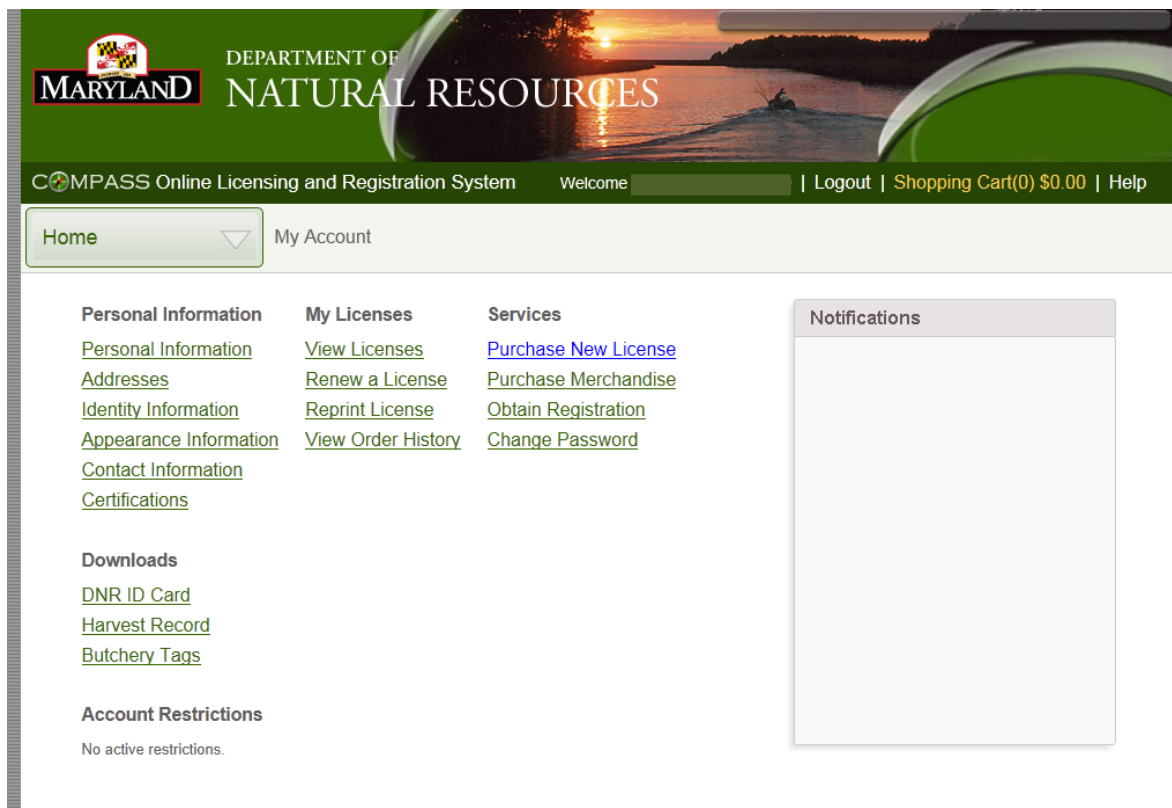
Confirm Password: ***** *

Back Finish

STEP ③ Print your DNRid Card

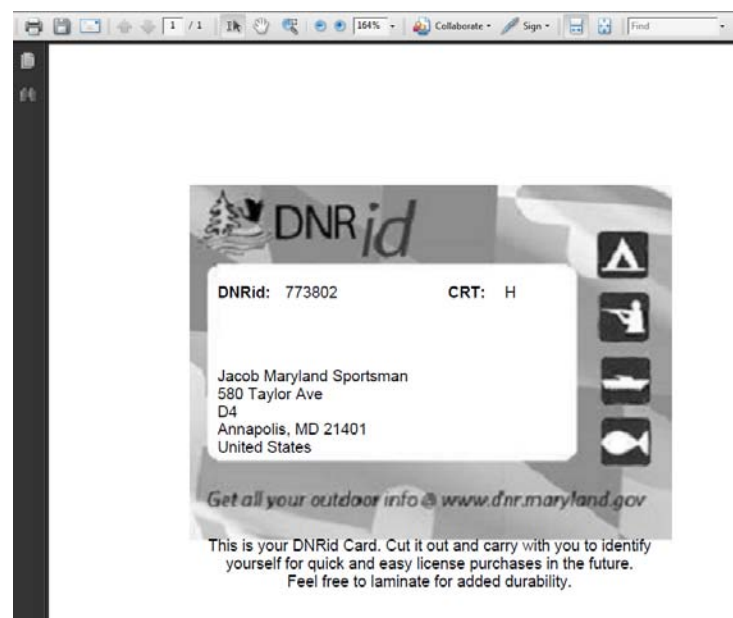
CONGRATULATIONS!

Your account is now verified in DNR's COMPASS system and will be taken to your Home page.



Your Home page is your control console for your COMPASS account. From here you can manage your information, logon password and purchase your license. You can always obtain important forms for download and printing for free. These include additional harvest records, field/butcher tags and most importantly your DNRid Card.

If you are going to a Sports License Agent location or DNR Service Center for your license, click the DNR ID Card link from the 'Download Section' and your DNRid Card will generate in a new tab.



Once your DNRid Card displays, click either the printer icon in the top right corner of the display, or print the page through your web browsers options.

Cut out your DNRid Card and keep it with you to present to any Sports License Agent or DNR Service Center for accurate location in COMPASS and prompt licensing purchases. If you lose or damage your DNRid Card, it is always available for printing from your COMPASS account.

If you encounter any problems with enrollment, contact us at 410.260.3220 Mon – Fri 8:30 AM to 4:30 PM, except for State Holidays.